

SPARTAN PROJECT DEVELOPMENT WORKSHEET

Property Name: _____
Address, City, State & Zip: _____

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This section to be completed by Lender

FNMA Classification Type: _____ "B" _____ "C" _____ "F" _____ "Site Condo"
FHLMC Classification Type: _____ Class II _____ Class I
Is developer/lender requesting project be submitted to Fannie Mae/Freddie Mac? _____ Yes _____ No
Are you requesting our in-house conventional project approval?
_____ Yes _____ No

Lender Name: _____
Branch Manager: _____
Address: _____
City, State & Zip Code: _____
Branch Phone#: _____ Overnight Info: _____
Fax#: _____ Email: _____

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TYPE OF PROJECT:

_____ New Condo _____ Condo Conversion _____ Yes _____ No (Converted from rental?) or Factory or other type of Conversion _____ Yes _____ No
_____ Single Family _____ Townhome
Total # of Units: _____ Additional Phases: _____ Yes _____ No
PUD Association: _____ Yes _____ No Master Assoc.: _____ Yes _____ No
Project Status: _____ Proposed _____ Under Constr. _____ 100% Complete

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BUILDER/DEVELOPER: _____
Address, City, State & Zip: _____

CONTACT PERSON: _____

FAX#: _____ PHONE#: _____
Email & Website: _____

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Law Firm: _____
Attorney: _____
Phone #: _____ Fax# _____
Email: _____

Sales Address: _____
 Contact Person: _____ PHONE #: _____
 Fax#: _____ Directions to Site: _____

***Complete Property Description*:**

Outline in detail product type/description (# of BR's, Baths, etc.), price range, development plan/phasing, total number of units (Plus how many are sold/closed), number of homeowner associations, list all amenities, common elements, describe any commercial, current sales and financing terms.

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OUT OF STATE INFORMATION ONLY:

VA CONTACT PERSON: _____ PHONE #: _____
 VA OFFICE ADDRESS: _____

FHA OFFICE CONTACT PERSON: _____ PHONE#: _____
 FHA OFFICE ADDRESS: _____

***Note:**

Please complete this form with as much detail as possible so as not to delay the executing of the approval process and should be sent via US mail or email:

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